



CITY OF NORWALK STREET CLOSURE APPLICATION

(to request temporary closing and use of public streets or public property)

Submit this completed form to the City Clerk's Office no less than 30 days prior to the proposed event.

Application must include:

- Petition signed by not less than 75% of the properties (residential and commercial) affected by the closure.
- Map of the specific area to be used.
- Except for neighborhood block parties, Certificate of Insurance showing \$1,000,000 in liability coverage with the City of Norwalk as additional insured. (if permission is granted to serve alcoholic beverages, liquor liability insurance is also required.)

Street closures are limited to (6) hours; between 9:00 a.m. and 11:00 p.m. Sunday through Thursday, or between 9:00 a.m. and 12:30 a.m. on Friday and Saturday.

Standard barricades are required to be erected sufficient so as to completely close the street.

CONTACT INFORMATION			
Promoter's Name: <u>Norwalk Lions Club</u>		Alternate Contact Person: <u>John Dagenais</u>	
Signature:		Signature: _____	
Address: <u>1109 Richard George Dr. Norwalk</u>		Address: _____	
Phone Number: _____	Cell Phone: <u>515-971-6837</u>	Phone Number: _____	Cell Phone: _____
PD requested: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <u>see attached</u>		Signed petition attached: Yes <input type="checkbox"/> No <input type="checkbox"/> <u>N/A</u>	
PW requested: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <u>see attached</u>		Preliminary map attached: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Liquor license required: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Insurance Certificate attached: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

EVENT INFORMATION	
Date of Event: <u>7-4-15</u>	Rain Date of Event: <u>7-5-15 or as arrange with city staff</u>
Street closing time: <u>5:00 p.m.</u>	Street opening time: <u>10:30 p.m.</u>
Event starting time: <u>9:30 p.m.</u>	Event finishing time: <u>10:30 p.m.</u>

EVENT INFORMATION CONTINUED

Location of Event (name streets, parks, cross intersections, etc.):

McAninch Park, Wright Road closed from west park entrance to Orchard Hills Dr.

LAYOUT OF THE PROPERTY INCLUDING LOCATION OF BARRICADES: Map attached Drawing below *If the map does not accurately show the area, then a drawing should also be included.

See Attached

FOR OFFICE USE ONLY

Date received:	Date of council meeting:	Date distributed to Department Heads:	Permit issued:
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Signed off on prior to council meeting by:

City Clerk: _____

Fire Chief: _____

Police Chief: _____

Public Works Director: _____

ABD agent (if applicable): _____

City Council Approved on: _____

Mayor

MARCH 5, 2015

PETITION

NAME

ADDRESS

N/A - Waived for Fireworks

City of Norwalk
Lions Club Road Closure Application - 2016
Attachment #1 – Additional Information

Event Description – Fireworks on the 4th of July. They will be fired from McAninch Sports Complex. Norwalk has had fireworks on the 4th of July for over 30 years. The Lions Club has sponsored them since the late 1970's. At the park and surrounding area, there are usually 500-1000 people, however, people have places around town to watch them from resulting in the fireworks show being seen by thousands of people.

To continue the City of Norwalk's 4th of July Fireworks tradition, we request the City help out with various aspects of the event as has been done in the past. We have met with the following departments in the past and will meet with the department heads to verify who is doing what: Parks & Recreation, Public Works, Police Department and Fire Department. Each department helps supplement this fireworks show along with the volunteer time that the Norwalk Lions Club and other community groups and churches commit to that evening. Below is a breakdown of each area identified by the Norwalk Lions Club for this event.

Parking – The Lions Club will provide volunteers to help get people in and out of the McAninch Sports Complex Parking Lot. This will be similar to what has been done in the past. The parking area would like to have one EMS radio so that if needed they can hail police/fire assistance quickly.

Fire Department Support – J&M Fireworks is the fireworks company used. During the course of the handling of the fireworks, shooters are employees of J&M for various legal/insurance purposes. The shooters will communicate with the fire department ahead of time, however request at this time, a water filled fire extinguisher to put out small grass fires as they may occur during the course of a fireworks show; a radio to communicate with the fire department regarding any emergencies during the show and to convey a 5 minutes to go warning to them and the Police Department; A grass unit near the site while the fireworks are expended in case a larger fire occurs and help is needed to extinguish it (approximately 9:15 p.m. to 10:30 p.m.)

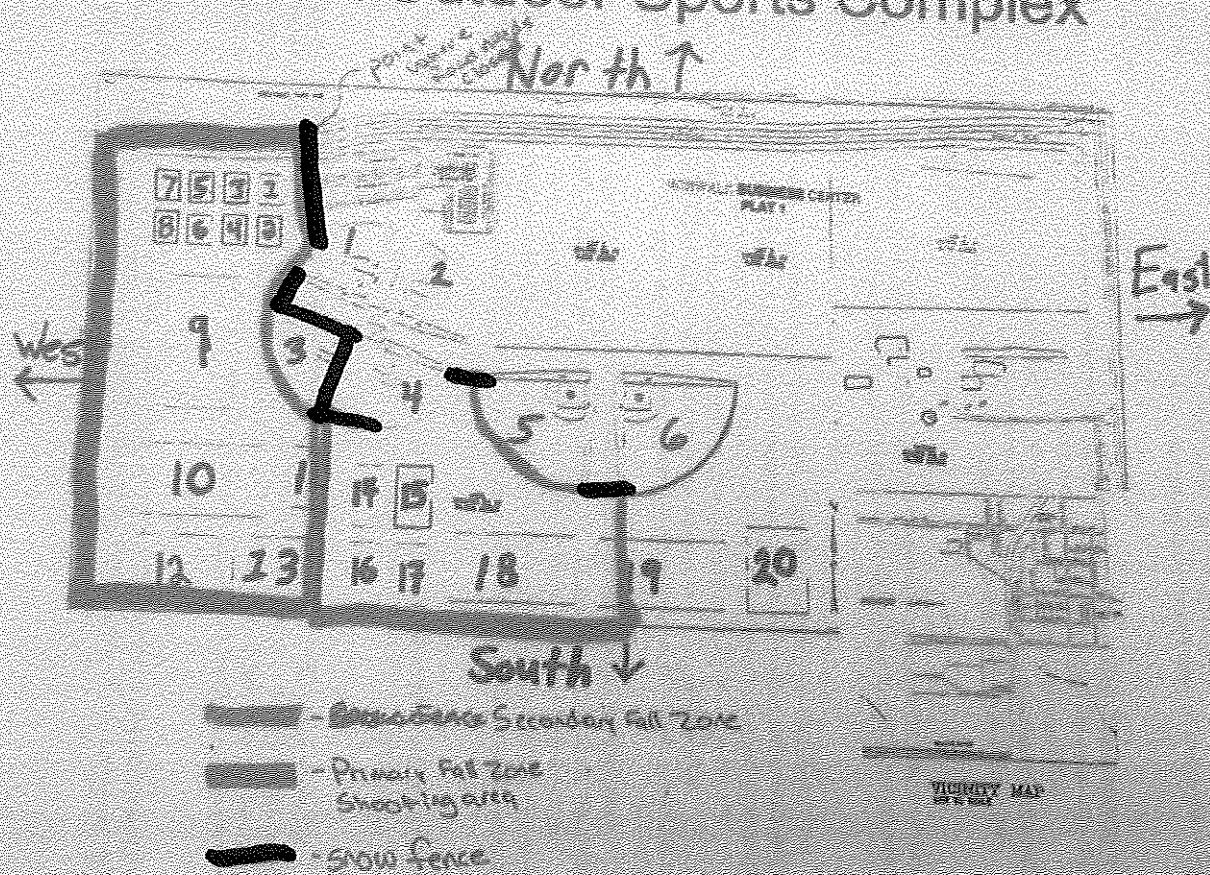
Police Department Support – General police support is required as the fall zone and fireworks area is off limits to unauthorized individuals (including all city staff) once the explosives are on hand. Once they are in Norwalk, the police officer in charge will be notified as to the explosives location along with the fire department. Any additional support is for after the fireworks show at the major intersections for traffic control anywhere designated by the officer in charge.

Parks & Recreation Department – Beyond the use of the park, one park personnel has helped patrol a small area to the south of the baseball fields to make sure no one is coming into the fall zones (this area is identified on the map as 'secondary fall zone')

Public Works Department – The public works department assists by putting out the snow fencing at McAninch Park ahead of time, moving barricades to the park area, additional exit support by creating three lanes out on Wright Road (a Left turn only, straight ahead only, and a right turn only) with cones at some point before the fireworks show has begun. Norwalk Lions Club has purchased its own reflective vests for our volunteers and only request traffic flashlights to aide in parking.

The Norwalk Lions Club thanks the City for all of its support over the past 30 years with this event and look forward to continued support for one of the Metro's largest fireworks displays. Contacts for this event are – John Dagenais 971-6837 or David Lester 681-4929

Norwalk Outdoor Sports Complex





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/17/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER DSP Insurance 1900 E. Golf Road, Suite 650 Schaumburg, IL 60173	CONTACT NAME: John Adams	
	PHONE (A/C, No, Ext): 1-800-316-6705	FAX (A/C, No): 1-888-467-2378
INSURED Norwalk Lions Club Norwalk Iowa	E-MAIL ADDRESS: lionsclubs@dspins.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: ACE American Insurance Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
INSURER E:		
INSURER F:		
NAIC # 22667		

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Agg. Per Named Insured is \$2,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			HDOG27396392	09/01/2015	09/01/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			ISAH08858354	09/01/2015	09/01/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATUTORY LIMITS <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Provisions of the policy apply to the named insureds participation in the following activity during the policy period shown above: July 4 Fireworks - July 4, 2016

City of Norwalk, Norwalk Parks & Recreation is included as an Additional Insured(s), but only with respect to General Liability arising out of the use of premises by the Insured shown above and not out of the sole negligence of said additional insured.

PROVISIONS OF THE POLICY DO NOT APPLY TO THE SALE OR SERVING OF ALCOHOLIC BEVERAGES

CERTIFICATE HOLDER**CANCELLATION**

City of Norwalk
705 North Ave
Norwalk Iowa 50211

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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